

**Integrated Acquisition System (IAS) –  
Federal Procurement Data System – Next Generation (FPDS-NG)**

**FPDS-NG Version 1.4 and IAS**



**March 2010**

**Software Release Version 4.0**

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Senior Procurement Executive**



## *Treasury Account Symbols in IAS and FPDS-NG*

### **Background Information on Treasury Account Symbols**

IAS Release 3.7 prepared IAS to be compliant with the Federal Funding Accountability and Transparency Act (FFATA) signed on September 26, 2006. The intent of the act is to empower every American with the ability to hold the government accountable for each spending decision. The goal is to reduce wasteful spending in the government. The FFATA legislation requires information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website.

FFATA requires all transactions to be reported through the Federal Procurement Data System-Next Generation (FPDS-NG) by the dominate Treasury Accounting Symbol (TAS). On March 12, 2010, FPDS-NG installed Version 1.4 of its software into Production. One of the major changes in Version 1.4 is that it contains new required data elements – the TAS. The TAS symbol consists of the Agency Identifier (required field), the Main Account (required field), and the Sub Account (optional field). The TAS field is required for obligating actions more than \$0. Prior to Version 1.4, ARRA TAS were captured in the “Description of Requirements” field. This field is no longer being used for the storage of TAS. See Step 3(a) for further guidance on reporting ARRA TAS. Additionally, two other required fields that were previously optional prior to release of Version 1.4, Funding Agency ID and Funding Office ID are to be populated by the Buyer.

Agency Identifier	Main Account	Sub Account
Treasury Account Symbol: *		
<b>Dates</b>		
Date Signed (mm/dd/yyyy) : *	02/17/201	
Effective Date (mm/dd/yyyy) : *	02/17/201	
Completion Date (mm/dd/yyyy) : *		
Est. Ultimate Completion Date (mm/dd/yyyy) : *	02/18/201	
<b>Purchaser Information</b>		
Contracting Office Agency ID: *	1205	Co
Contracting Office ID: *		Co
Funding Agency ID: *		Fu
Funding Office ID: *		Fu



### Current Process and Issue:

Currently, when an award is created in IAS, a valid FPDS-NG record is required to Self-Approve or route the award for financial approval. When the award is approved by the financial system, IAS will then display the TAS on the award. FPDS-NG Version 1.4 now requires the new TAS field to be entered manually when creating the FPDS-NG record. The issue arises given that the Buyer does not have the TAS prior to approval to manually enter in, thus not able to create a valid FPDS-NG record, and therefore cannot self-approve or route the award for approval, keeping awards from being processed.

### Solution:

IAS no longer requires a validated FPDS-NG record before a document can be self-approved or routed, therefore allowing Buyers to approve awards while leaving the TAS fields blank in FPDS-NG. The Primary TAS is stored in PRISM, does not populate until after the award has been approved in finance. After this is populated in PRISM, the Buyer must enter the value in FPDS-NG TAS field and manually release the award in PRISM.

The Buyers should follow the steps below to complete the FPDS-NG record with the correct TAS through IAS.

### Step 1: Initial Entry

- a. During the initial entry of a document, the Primary TAS is not populated in PRISM.

Main → General

Primary Treasury Account Symbol:

Buyers can still start and save FPDS-NG records prior to submitting a document for approval; however, this is not required. If the FPDS-NG record is started, you are able to continue and submit the document for approval despite the FPDS-NG record validation errors.

### Step 2: Award Approval

- a. When the award is approved in Finance, PRISM will return an Approved status:

PO Number: AG-F32L-P-10-0001  
Version: BASE - Approved



- b. Click '**No**' when prompted to release the award. (*The award will not get automatically released as would happen in the past*):

**Do you want to release AG-F32L-P-10-0001?**

Yes **No**

If the Buyer clicks 'Yes' the following error will appear because PRISM now requires a valid record at the time of release (*as opposed to, at the time of approval*):

**Valid FPDS-NG record is required before release.**

[Click here to return.](#)

### Step 3: Update FPDS-NG record

- a. Locate the Primary TAS:

Main → General

	Route	Release	Reopen	FPDS	?
<b>Purchase Order</b>					
Purchase Order Information					
PO Number: AG-F32L-P-10-0001		Stage: Award		Obligation: \$30,000.00	
Version: BASE-Approved		Net View: Off		Total Amount: \$30,000.00	
		Number of Items: 1			
<b>General Information</b>					
Owner: RD1 CONTRACTS					
Requisition Number: 361255					
Solicitation Number: (None)					
Purchase Order is: Priced					
Award Date: 03/17/2010					
Effective Date: 03/17/2010					
Vendor: BEST BUY CO INC.					
Buyer: RD1 CONTRACTS					
Contracting Officer: RD1 CONTRACTS					
Contracting Officer Representative: (None)					
Administrative Contracting Officer: (None)					
Primary Product / Service Code: 9999					
Primary Product / Service Code Description: MISCELLANEOUS ITEMS					
Primary Treasury Account Symbol: 12X4215					
Period of Performance: (None)					



If there is mixed funding on the requisition (ARRA and non ARRA), locate the ARRA treasury field in the “Dominant ARRA Treasury Symbol” field in PRISM.

Main → Additional Info

Additional Information	
Biobased Procurement ?	<input type="text" value="N"/>
BioPreferred Procurement ?	<input type="text" value="N"/>
PCARD Procurement ?	<input type="text"/>
Estimated Value of Biobased Products	<input type="text"/>
Biobased Product Category1	<input type="text"/>
Biobased Product Category2	<input type="text"/>
Biobased Product Category3	<input type="text"/>
Biobased Comments	<input type="text"/>
Prompt Pay	<input type="text" value="O"/>
Performance Based Service Contract	<input type="text"/>
Special Program	<input type="text"/>
Indefinite Delivery Type Contract/Agreement	<input type="text"/>
FMMI Doc Number	<input type="text"/>
Dominant ARRA Treasury Symbol	<input type="text"/>
Primary Treasury Account Symbol	<input type="text" value="9"/>

b. Select the “FPDS” button to launch FPDS-NG

Purchase Order Information			
PO Number:	AG-F32L-P-10-0001	Stage:	Award
Version:	BASE-Approved	Net View:	Off
		Number of Items:	1
		Total Amount:	\$30,000.00

**Do not click the “Reopen” button in PRISM.** PRISM allows Buyers to reopen awards that are in Approved status. Reopening the award will require the Help Desk to fix the award. An enhancement in IAS Release 3.8 resulted in resubmitting an approved modification disapproving (Please see the document “IAS Quick Tip - Prevent Submission of a Re-Opened Approved Document Revision” for more information).

**The Buyer should not access FPDS-NG directly to complete and finalize the record,** as this can cause issues FPDS-NG records for modification to be issued in IAS.

- c. The FPDS-NG record will be in Draft status. The Buyer must use either the Primary TAS field or the Dominant ARRA TAS field in PRISM to update the TAS fields in FPDS-NG:
- The Agency Identifier will always be “12”.
  - The Main Account will be four digits long and after the Agency Identifier and normally following the “X”.
  - The Sub Account field is an optional field in FPDS-NG. The Sub Account field is not being used for ARRA by USDA.



Based on the above TAS in PRISM '12X4215', the FPDS-NG fields should be populated as follows:

Agency Identifier	Main Account	Sub Account
Treasury Account Symbol:*	12	4215

- d. The Buyer must enter the Funding Agency ID and Funding Office ID in the required fields. To obtain this information, contacting your Buying Office, Agency Lead or FPDS-NG system administrator.

Funding Agency ID:*	<input type="text"/>	...
Funding Office ID:*	<input type="text"/>	...

- e. Once all the required information has been entered into FPDS-NG, click on "Validate."

The screenshot shows the FPDS-NG toolbar with buttons: New, Save Draft, Validate, Approve, Correct, Modify, Save Tmpl, Delete, Print, and Help. The 'Validate' button is circled in green.

- f. If there are any validation errors, they will appear in red and will need to be corrected. If there are no validation errors, click "Save Draft".

The screenshot shows the FPDS-NG toolbar with buttons: New, Save Draft, Validate, Approve, Correct, Modify, Save Tmpl, Delete, Print, and Help. The 'Save Draft' button is circled in green.

#### Step 4: Release the Award

- a. Close FPDS-NG and go back to IAS. The award will be in Approved status. Click on the "Release" button on the top tool bar.

The screenshot shows the IAS interface with a top toolbar containing buttons: Route, Release, Reopen, FPDS, and a help icon. The 'Release' button is circled in green. Below the toolbar, the 'Purchase Order Information' section displays 'PO Number: AG-F32L-P-10-0001' and 'Version: BASE-Approved' with a dropdown arrow. A 'Numl' label is visible on the right.



b. Click the 'Yes' button to continue the release process:

**Are you sure you want to release AG-F32L-P-10-0001?**

Once the award is released, the FPDS-NG record is finalized. To confirm, the Buyer may click the 'FPDS' button in PRISM.

Route	Mark As Complete	Modify	Closeout	Cancel	Hold	FPDS		?
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**Purchase Order Information**

PO Number: AG-F32L-P-10-0001      Stage: Released Award

Version:       Net View: Off

Number of Items: 1

The FPDS-NG record has been finalized:

Transaction Information			
Award Type:	Purchase Order	Prepared Date:	03/17/2010 15:26:36
		Prepared User:	JIRELAND@IGATE.COM
Award Status:	Final	Last Modified Date:	03/17/2010 16:00:41
		Last Modified User:	JIRELAND@IGATE.COM